

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



August 27, 1992

ALL-COUNTY INFORMATION NOTICE NO. I-44-92

TO: ALL COUNTY WELFARE DIRECTORS

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by SDSS

SUBJECT: GAIN 61/FSA 108 REPORTING

In response to the counties' request, the State Department of Social Services (DSS) is establishing a process that will enable us to provide a periodic estimate of whether or not the state will be likely to meet the Federal participation rate requirements necessary to qualify for enhanced federal funding for the GAIN/JOBS program.

DSS is committed to making this information available as early as possible. However, many counties have been late in providing the data/information needed for the GAIN 61/FSA 108 monthly reports. For each month, DSS cannot proceed until every county submits the needed information. If any county is late, DSS cannot report on time to the Federal government (we only recently transmitted January 1992). In addition, the information is needed by DSS to make a useable JOBS Participation Rate estimate (we need to achieve 11%). Of course, if information is not received on a current basis, it may not be possible to make such an estimate in time to notify counties of the funding level likely to be available (enhanced Federal funding) prior to the start of the new Federal Fiscal Year.

The monthly sample sizes for each county ranges from 0 to 25 cases. We believe the level of effort is well within counties' abilities to satisfy the needs to report on time.

In order to meet DSS and Federal requirements, the following timeframes must be met:


- o The universe list must be developed immediately after the end of the month and sent to Statistical Services Bureau (SSB) no later than the 5th working day of the month following the sample month. This is crucial since the sample selection cannot be made until the universe list from each county has been received.

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- o As soon as all of the universe lists have been received by SSB, the sample selection list is prepared and sent to the counties. This process takes no more than 5 working days. The counties have 15 working days to complete the GAIN 61 documents and send them to SSB for processing. SSB then key enters the data, corrects all edit errors, reconciles the data and transmits the data to the federal government. It is important to note that all counties must report before data can be transmitted.

We will appreciate your immediate attention to this matter. The Statistical Services Bureau now has a FAX machine which can receive up to 30 pages of information in one transmission if that is an option that you wish to use. The FAX number is 916/445-1108. If you have any questions regarding this letter, staff may contact Ms. Deanna Setzer at 916/323-5149 of the Statistical Services Bureau.

Sincerely,



DENNIS J. BOYLE
Acting Deputy Director
Administration Division